



County of Los Angeles
CHIEF ADMINISTRATIVE OFFICE

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DAVID E. JANSSEN
Chief Administrative Officer

Board of Supervisors
GLORIA MOLINA
First District

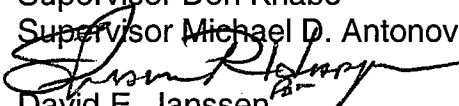
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Second District

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Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

March 21, 2007

To: Supervisor Zev Yaroslavsky, Chairman
Supervisor Gloria Molina
Supervisor Yvonne B. Burke
Supervisor Don Knabe
Supervisor Michael D. Antonovich
From: 
David E. Janssen
Chief Administrative Officer

**HOMELESS PREVENTION INITIATIVE: NOTIFICATION OF INTENT TO ENTER
INTO SOLE SOURCE NEGOTIATIONS WITH PUBLIC COUNSEL FOR SERVICES
RELATED TO THE HOMELESS COURT**

Please be advised that the Chief Administrative Office intends to enter into sole source negotiations with Public Counsel to provide administrative support services for the Homeless Court Program. The proposed agreement with Public Counsel would fund staff to provide organizational support for the Homeless Court. The agreement would be funded with the ongoing General Funds allocated as a part of the Homeless Prevention Initiative (HPI) for the Homeless Court.

Background

On April 4, 2006, your Board approved the HPI, which includes a key recommendation to enhance and stabilize the functioning of the current Homeless Court. Homeless Court allows homeless individuals with outstanding warrants for so-called quality of life misdemeanors, which are often associated with their homeless status, to have the warrants dismissed upon successful completion of a recovery program for mental health and/or substance abuse. The outstanding warrants impede a defendant's ability to access social services and find permanent housing and employment. The current Homeless Court is a project of the Superior Court, County's Public Defender and the District Attorney, the Los Angeles City Attorney's Office, and Public Counsel.

Individuals who have participated in a rehabilitative service program for at least 90 continuous days, and have not been rearrested or ticketed in the previous six months, may apply to have their eligible outstanding misdemeanor cases referred to the Homeless Court. Offenses that are eligible for dismissal through the Court are infractions such as Metro fare evasion, jay walking, traffic citations, some low-grade misdemeanors determined on a case-by-case basis, and all associated fines and warrants. Since the first session of the Homeless Court in 2002, over 1,200 individuals have been assisted in clearing outstanding tickets, fines, and warrants, allowing them to continue to build productive lives as contributing members of the community.

Justification

Public Counsel, the largest pro bono public interest law firm in the nation, was one of the initial partners of the Homeless Court and has provided coordination services for the current Homeless Court since its inception in 2002. Therefore, Public Counsel is uniquely qualified and experienced with the support needs of the entities involved with the administration of the Homeless Court having worked closely with the Superior Court, Public Defender, the District Attorney, and the Los Angeles City Attorney to establish the Homeless Court procedures that rewards homeless and formally homeless individuals for connecting with residential and rehabilitation programs.

Over the course of their participation with the Homeless Court, Public Counsel has relied on grant support from Americorps, in-kind donations of equipment and volunteers who provide pro bono legal work. The reliance on grant funding and in-kind donations has resulted in instability and cyclical operations for the Homeless Court; in fact, recently it has not been able to be sustained in a consistent manner.

In addition to its historical unique experience with the Homeless Court, Public Counsel has indicated that it will commit to provide \$123,181 annually in addition to the County General Fund commitment of \$379,000 to further enhance the Homeless Court's operation. A budget for the Homeless Court is provided in the attached.

In conclusion, the proposed sole source agreement would allow Public Counsel to continue its historical staffing and coordination role for the Homeless Court, while enhancing the stability and consistency of the Court's operations in order that it may reach as many homeless and formerly homeless clients as possible on an ongoing basis with the goal of helping them become contributing members of the Los Angeles County community.

Each Supervisor
March 21, 2007
Page 3

It is my intention to initiate sole source negotiations with Public Counsel on April 2, 2007. If you have any questions or input, please contact me or your staff may contact Lari Sheehan at (213) 893-2477 or lsheehan@cao.lacounty.gov .

DEJ:LS
MDC:hn

Attachment

c: District Attorney
County Counsel
Executive Officer, Board of Supervisors
Public Defender
Superior Court

COUNTY HOMELESS PREVENTION INITIATIVE; HOMELESS COURT BUDGET

	Project Budget 2007	"In-Kind" Funding	Amount Requested From HPI
Public Counsel/Public Defender Personnel			
Directing Attorney (20% FTE) (Exhibit I)	\$15,000	\$15,000	\$0
Staff Attorneys/Law Fellow(25% FTE) (Exhibit II)	\$17,325	\$17,325	\$0
New Staff Attorney (Exhibit III)	\$58,000	\$0	\$58,000
New Social Worker (Exhibit IV)	\$45,000	\$0	\$45,000
New Administrative Assistant (Exhibit V)	\$35,000	\$0	\$35,000
Director of Litigation (20% FTE) (Exhibit VI)	\$24,400	\$24,400	\$0
Supervising Social Worker (20% FTE) (Exhibit VII)	\$11,050	\$11,050	\$0
CEO, Directors of IS & Admin. (Exhibit VIII)	\$18,838	\$18,838	\$0
Benefits 25%	\$56,153	\$21,653	\$34,500
Sub-Total Personnel	\$280,766	\$108,266	\$172,500
Public Counsel/Public Defender Non-Personnel (Operational Cost)			
Space Expenses	\$5,165	\$2,165	\$3,000
Office Supplies	\$2,250	\$750	\$1,500
Computer Equipment & Maintenance	\$7,240	\$2,240	\$5,000
Accounting/Audit	\$3,850	\$3,850	\$0
Duplicating	\$1,500	\$500	\$1,000
Telephone	\$1,100	\$1,100	\$0
Books/Subscriptions	\$1,125	\$1,125	\$0
Postage	\$1,375	\$1,375	\$0
Mileage/Parking	\$1,200	\$0	\$1,200
Travel	\$1,500	\$1,500	\$0
Continuing Education	\$1,350	\$310	\$1,040
Professional Liability Insurance	\$2,260	\$0	\$2,260
Sub-Total Non-Personnel	\$29,915	\$14,915	\$15,000
Public Counsel/Public Defender Sub Total Project Budget	\$310,681	\$123,181	\$187,500

COUNTY HOMELESS PREVENTION INITIATIVE; HOMELESS COURT BUDGET

	Project Budget 2007	"In-Kind" Funding	Amount Requested From HPI
Superior Court Personnel			
Court Service Assistant III (Exhibit IX)	\$62,532.66*	\$0	\$62,532.66
Clerical Assistant (Clerical Assistant positions are part time funded at 3/5 time i.e., or 24 hours per week) (Exhibit X)	\$21,781.41*	\$0	\$21,781.41
Clerical Assistant (Clerical Assistant positions are part time funded at 3/5 time, or 24 hours per week) (Exhibit XI)	\$21,781.41*	\$0	\$21,781.41
Superior Court Sub-Total Project Budget	\$106,095	\$0	\$106,095
Miscellaneous Personnel			
Van Driver	\$20,800**	\$0	\$20,800
Miscellaneous Personnel Sub-Total Project Budget	\$20,800	\$0	\$20,800
Miscellaneous Operational Costs			
Van Purchase (this is not an annual cost; but the van will be replaced periodically)	\$25,000	\$0	\$25,000
Van Operation and Maintenance	\$8,500	\$0	\$8,500
Housing and Services	\$25,000	\$0	\$25,000
Office Equipment/Supplies/Materials	\$6,500	\$0	\$6,500
Miscellaneous Operational Cost Sub-Total Project Budget	\$65,000	\$0	\$65,000
TOTAL PROJECTED BUDGET	\$502,576	\$123,181	\$379,395

*Includes benefits

**Future cost could increase if it is deemed that the transportation component is increased to having transportation available 24 hours per day.